

CONFIDENTIAL

19 March 1954

MEMORANDUM:

TO : Chief, Finance Division
FROM : Acting Deputy Chief, O&L Branch
SUBJECT: [REDACTED]

1. The following information has been developed in response to an inquiry from Mr. Saunders as to the amount and reason for the sum due the Agency by [REDACTED]

2. Outgoing dispatch No. [REDACTED] dated 3 February 1954 detailed a computation indicating that [REDACTED] owed the net amount of \$584.07, which resulted from a retroactive reduction of a special living allowance from \$3,100.00 per annum to \$900.00 per annum, effective 1 June 1953 and discontinuance of the allowance effective 1 October 1953.

3. The Finance Division is in receipt of a memorandum from the Acting Chief of Administration/DDP dated 10 March 1954, which indicates that the original authorization was in error and that instead of the rate of \$3,100.00 per annum the initial rate should have been \$1,456.00 per annum for the period 29 December 1952 thru 3 January 1953 and \$1,000.00 per annum from 4 January thru 31 May 1953. The Payroll Section has developed computation on the basis of this most recent memorandum which indicates that [REDACTED] was paid \$1,311.58 for the period in question and he should have been paid \$811.38, making a net overpayment of \$500.20.

4. To recap then, [REDACTED] owes \$584.07 on the first adjustment and \$520.20 on the second adjustment for a total of \$1,084.27.

5. The Payroll Section is preparing a dispatch to [REDACTED] and it will be routed through the Acting Chief of Administration/DDP as requested in his memorandum dated 10 March 1954, control number CAO-8558.

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